

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Planning and Building	(2) MEETING DATE 6/5/2012	(3) CONTACT/PHONE Trevor Keith, Energy Program Coordinator/805-781-1431	
(4) SUBJECT Request to approve a contract with Jodi McGraw Consultants in the amount of \$189,814 to prepare a Habitat Conservation Plan for the Community of Los Osos.			
(5) RECOMMENDED ACTION It is recommended that the Board of Supervisors approve and that the Chairman sign the contract with Jodi McGraw Consultants.			
(6) FUNDING SOURCE(S) Grant Funded	(7) CURRENT YEAR FINANCIAL IMPACT \$189,814	(8) ANNUAL FINANCIAL IMPACT \$189,814	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation (Time Est. _____) <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A		(12) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: <input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A	
(13) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) 19001141		(14) W-9 <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
(15) LOCATION MAP Attached	(16) BUSINESS IMPACT STATEMENT? Yes	(17) AGENDA ITEM HISTORY <input type="checkbox"/> N/A Date 7/17/2007; 6/23/2009; 7/27/2010	
(18) ADMINISTRATIVE OFFICE REVIEW Reviewed by Leslie Brown			
(19) SUPERVISOR DISTRICT(S) District 2 -			

County of San Luis Obispo



TO: Board of Supervisors

FROM: Planning and Building / Trevor Keith, Energy Program Coordinator

VIA: Ellen Carroll, Environmental Coordinator

DATE: 6/5/2012

SUBJECT: Request to approve a contract with Jodi McGraw Consultants in the amount of \$189,814 to prepare a Habitat Conservation Plan for the Community of Los Osos.

RECOMMENDATION

It is recommended that the Board of Supervisors approve and that the Chairman sign the contract with Jodi McGraw Consultants.

DISCUSSION

On July 17, 2007, your Board authorized staff to prepare and submit a grant application to the U.S. Fish and Wildlife Service (through the Endangered Species Act Section 6 Grant Program). On June 23, 2009 your Board authorized staff to accept the U.S. Fish and Wildlife Service Endangered Species Act Section 6 grant for the preparation of the Los Osos Habitat Conservation Plan (Los Osos HCP). On July 27, 2010, your Board authorized a contract for special services with for the preparation of the Los Osos HCP. (Original contract and appropriation totaled \$251,370 of the \$304,000 grant amount available to the County). Portions of the work authorized with this original contract were completed and the balance of contract was cancelled. This new contract is for all remaining tasks necessary to complete the Los Osos HCP.

This project took longer than anticipated to get all the agreements in place. As with other Section 6 planning assistance grants, a series of agreements (minimum of three) are necessary to transfer the implementing funds from the U.S. Fish and Wildlife Service to the California Department of Fish and Game, to the County, and thence to a contractor/sub-contractor(s). Each agreement takes between two and ten months to execute, due to the lengthy process of contracting for services, respective approval processes, the development of a Request for Proposals (RFP) by the County, as well as the scope and budget changes necessitated by the actual proposals received. The timeline for this project was further delayed by budget constraints that affected staffing and workload at both the State and County level. Despite these difficulties, significant progress has been made and all the necessary agreements have been executed. To date, approximately \$82,950 of the grant was expended towards completion of the project including responding to the Service's comments and development of the Administrative Draft of the Los Osos HCP.

The County received a one and half year extension for the Section 6 grant, which was originally set to end on May 14, 2011. With the grant extension, the County reprioritized the scope of work to complete all of the remaining tasks outlined in the original grant in order to complete the Los Osos HCP. A copy of this contract, signed by the Assistant Planning Director, is included in Attachment C (grant amount \$221,050 available to the County)

A Request for Proposals was distributed for the completion of the Los Osos HCP. The County received eight proposals to prepare the Los Osos HCP. Jodi McGraw Consultants was chosen because of their understanding of the project, expertise and experience in preparing similar habitat conservation plans. This contract that your Board is approving today will allow for completion of the Los Osos HCP using the grant amount of \$221,050 available to the County.

OTHER AGENCY INVOLVEMENT/IMPACT

Other agencies and County departments involved in the preparation of the Los Osos Habitat Conservation Plan include: County Department of Public Works, County Department of Parks, Cal Fire, California Department of Fish and Game, United States Fish and Wildlife Service, California Coastal Commission, and United States Army Corps of Engineers.

In addition, County Counsel has reviewed the contract as to form and legal effect.

BUSINESS IMPACT STATEMENT

This program will help support the Building Design and Construction Cluster and the Green Energy Team Cluster. The Los Osos Habitat Conservation Plan will streamline the permit process with California Department of Fish and Game and United States Fish and Wildlife Service. Private landowners can participate in the plan instead of preparing individual HCPs for their development projects, in a much shorter time frame and at a lower cost than required for individual permits.

FINANCIAL CONSIDERATIONS

The total balance remaining from the award at this point through the Section 6 grant is \$270,654. California Department of Fish and Game (DFG) receives \$49,604 of the grant. After California Department of Fish and Game funding is removed, \$221,050 will be available for the County to develop the Los Osos HCP. The contract with Jodi McGraw Consulting to prepare the Los Osos HCP Plan will be for \$189,814. The remaining \$31,236 will be used to complete the portions of the plan already in progress.

Original Grant award allocated to County	\$304,000
Amount of original Grant expended to date by County	\$ 82,950
Total extended Grant award including DFG & County	\$270,654
Portion of Grant allocated to DFG	\$ 49,604
Portion of Grant allocated to County	\$221,050
Contract Amount	\$189,814
Remaining portion available to complete work in progress	\$ 31,236

In addition, the grant needs a match of non-federal funds totaling \$135,000 from the County which can be in cash or through an in-kind contribution such as labor. The amount of the match contributed to date is \$73,120. The final matching funds for the grant would be \$61,880. Staff time for the match was anticipated in the Department's budget and will not require additional County funds.

RESULTS

The Los Osos HCP is a component of the overall protection strategy for the sensitive habitats of Los Osos. The absence of this plan will result in a patchwork of permitting that will not be able to achieve the coordinated goals of the Los Osos HCP. This plan also provides one of the components to allow future growth in Los Osos. Preparation and implementation of this plan is consistent with the Countywide goals of providing a well-governed and livable community.

ATTACHMENTS

1. Attachment A - Project Location Map
2. Attachment B - Contract for Special Services
3. Attachment C - California Department of Fish and Game Grant Agreement P1182017